

## Eligibility Requirements

Individuals seeking an internship with the SPB must meet the following eligibility requirements:

- Currently enrolled at or a graduate of a New Jersey college or university OR a resident of New Jersey;
- At least 18 years of age;
- Able to commit to completing a minimum of 100 hours of service during internship semester;
- Have a current cumulative grade point average (GPA) of 2.75 (out of 4.0).

The following major fields of study are recommended, although not required:

- Criminal Justice
- Social Work
- Psychology
- Law/Legal Studies
- Homeland Security
- Communications/Journalism
- Information Technology
- Computer Science

For additional information regarding the New Jersey State Parole Board Internship Program, contact:

**Internship Program Coordinator**

[studentinternships@spb.state.nj.us](mailto:studentinternships@spb.state.nj.us)

**609-777-0171**

Or visit "Recruitment" on our website:

<http://www.state.nj.us/parole/recruitment.html>



### New Jersey State Parole Board

Chris Christie, Governor  
Kim Guadagno, Lt. Governor  
James T. Plousis, Chairman  
Samuel J. Plumeri, Jr., Vice Chairman

171 Jersey Street, Building 2  
Trenton, New Jersey 08611  
[www.state.nj.us/parole/](http://www.state.nj.us/parole/)

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### **Interns and Schools Benefit from Internships**

The New Jersey State Parole Board (SPB) Internship Program (IP) seeks to provide meaningful work-learning experiences to qualified individuals currently attending area colleges and universities as well as graduates entering the job market that will benefit both the individuals and the SPB.

- \* Internship Program makes academic studies more relevant by offering interns the opportunity to put theory into practice.
- \* Internship Program allows interns to experience tentative career choices.
- \* Internship Program helps current students earn academic credits through their college or university.
- \* Internship Program helps interns establish a professional network.
- \* Internship Program provides opportunities for interns to receive professional training from experienced staff.

### **SPB Benefits from Internships**

- \* The SPB is provided talented interns who bring new knowledge and skills to the workforce.
- \* Internships are designed by SPB to meeting agency needs.
- \* Internships provide the SPB an opportunity to assist interns in developing a “tool box” of skills that will benefit them if they work in the criminal justice system in the future.



- \* Interns add diversity to the SPB workforce.
- \* Internships continue to promote our positive image to the public, policy makers and our internal and external stakeholders.

### **In order to be considered for an internship, applicants must:**

1. Complete and submit the application packet for review, including background check information;
2. Read and understand the rules and responsibilities governing participation as an intern;
3. Complete a criminal history background verification.

### **Once approved for an internship position, applicants must:**

4. Attend the mandatory orientation training session held at the Central Office headquarters in Trenton, NJ;
5. Review the agency’s policies and practices;
6. Receive a temporary SPB Intern ID card that must be worn at all time;
7. Attend at least one internship event held at the Central Office headquarters.

